

CR 79. BOOKS AND RECORDS KEPT BY THE CLERK AND ENTRIES THEREIN

(a) through (e) Reserved.

(f) Files--Custody and Withdrawal. All files and records of the court shall remain in the custody of the clerk and no record or paper belonging to the files of the court shall be taken from the custody of the clerk without a special order of the court or judge and a proper receipt signed by the person obtaining the record or paper. No such order will be made except upon urgent grounds stated in a written application for such order.

(g) Custody and Disposition of Exhibits, Depositions. After being marked for identification, all exhibits, except weapons or other sensitive materials, shall be placed in the custody of the clerk during the duration of the trial, unless otherwise ordered by the court. Any weapons or other sensitive exhibits shall be held in the custody of the counsel offering the exhibits during the trial. Upon completion of the trial, all exhibits shall be returned to counsel offering them, unless otherwise ordered by the court. A party or his attorney who has custody of an exhibit shall keep it available for the use of the court or an appellate court, and shall grant the reasonable request of any party to examine or reproduce the exhibit for use in the proceeding. This obligation shall continue until any appeal has been finally resolved or time for filing a notice of appeal or petition for writ of certiorari has expired.

(h) Judicial Review of Administrative Proceedings. Unless an extension of time is obtained from the court on a showing of good cause, in any action seeking review of a final decision of an administrative agency, the record of the agency proceeding shall be filed (1) within thirty days of the filing of the complaint or petition when the administrative agency is the plaintiff or petitioner; or (2) with the answer or return when the administrative agency is the defendant or respondent. The record of the agency will be returned to the submitting party at the end of the litigation and after the time for appeal has run.

[Effective May 1, 1992; amended effective July 1, 1997; January 1, 2002.]